

Donnington and Muxton Parish Council



Turreff Hall,
Turreff Avenue,
Donnington,
Telford, TF2 8HG
Tel: 01952 608001

clerk@donningtonmuxtonpc.org
www.donningtonmuxtonpc.org

FULL COUNCIL MEETING

Minutes of the Full Council Meeting held at Turreff Hall, Donnington on 11th September 2023 commencing at 7pm.

Present: Councillors I Alexander (Chairman), R Coates, Miss F Doran, Mrs L Dugmore, N Dugmore, J Gough, Z Harrison, T Hoof, R Overton, M Rowe, J Urey and O Vickers.

Also Present: Mrs K Eshelby (Assistant Clerk), Debbie Germany (Telford & Wrekin Council Neighbourhood & Enforcement Services) and Darren Hassall (Donnington Youth Club).

23/09/68 Apologies: Councillor A Lawrence.

Resolved: That the apology is noted.

23/09/69 Declaration of Interest: As per registers of interest.

23/09/70 Public Session: No questions or issues were raised by the member of the public.

23/09/71 Community Action Teams

Councillors received a presentation from Debbie Germany from Telford & Wrekin Council (T&Wr) regarding the work of, and options available, of having a Community Action Team (CAT) and costs involved.

Councillors discussed what the options were regarding having a Community Action Team, questioned the core roles of the team, who would manage the team, what the lead time of the work would be, and if the Parish would benefit from having a CAT.

The decision to have a Community Action Team would need to be decided by the end of the year.

Resolved: That Paul Fenn be invited to come and give a presentation on the enforcement side of the Community Action Team at Octobers meeting and for the Assistant Clerk to produce a costing report to be reviewed at the next meeting in order for a decision to be made.

23/09/72 Grant Applications

Councillors considered the following applications for a grant from the Parish Council:

- a. Race Against Blood Cancer.

Resolved: To award Race Against Blood Cancer a grant of £300.00

- b. 1st Muxton Guides

Resolved: To award 1st Muxton Guides a grant of £170.00

- c. Residents Association Breton Park

Resolved: Not to award Residents Association Breton Park their requested grant.

23/09/73 Minutes: To confirm the following Minutes of the Council and its Committees:

- a. Planning Committee 10th July 2023

Resolved: The minutes be approved and signed by the Chairman as a true and accurate record.

- b. Council Meeting 10th July 2023

Resolved: The minutes be approved and signed by the Chairman as a true and accurate record.

23/09/74 Matters Arising from Minutes

No updates were given. The Assistant Clerk requested that the Councillors email the Clerk when back off his leave with any issues.

23/09/75 Expenditure Transactions: Each Councillor received a copy of the Expenditure Transactions for July 2023.

Resolved: That the Expenditure Transactions for July 2023 are ratified and accepted as a true record. Councillor J Urey asked the Assistant Clerk to confirm that the painting on Saltwell's Park had been completed by T&Wr.

23/09/76 Income Received: Each Councillor received a copy of the Income Report for July 2023.

Resolved: That the Income Report for July 2023 is ratified and accepted as a true record.

Councillor T Hoof wanted confirmation that the monthly income from Cordingley Hall was correct. The Assistant Clerk confirmed this was indeed correct, based on the lease agreed by Council previously.

23/09/77 Bank Reconciliation: Each Councillor received a copy of the Bank Reconciliation as of 31st July 2023.

Resolved: That the Bank Reconciliation as of 31st July 2023 is ratified and accepted as a true record.

23/09/78 Financial Budget Comparisons: Each Councillor received a copy of the Financial Budget Comparisons as of 31st July 2023.

Resolved: That the Financial Budget Comparisons as of 31st July 2023 is ratified and accepted as a true record.

23/09/79 Fruit Trees and Hedges

Councillors were informed that the Clerk has still not heard back from contractors regarding quotes for the trees and hedges.

Councillor J Urey informed the Councillors that she will be using her Borough Pride Fund to purchase 15 fruit trees to be planted around parks and paths within the Parish.

The Councillors thanked her for looking into and actioning this.

23/09/80 War Memorial Donnington

Councillors discussed the proposed 99-year licence to transfer responsibilities and maintenance of Donnington War Memorial from Telford & Wrekin Council to this Parish Council.

Resolved: Councillors agreed to the proposed lease. The Assistant Clerk will email Debbie Germany at T&Wr to confirm their decision to move ahead.

Councillor Jay Gough informed Councillors that he had set up a donation page to aid with the funding of the maintenance and will send the proceeds to the Parish Council as a reserve fund.

23/09/81 School Street

Councillors discussed the report from Councillor O Vickers regarding a request to support Donnington Wood Junior School in getting the Borough Council to make Leonard Close, Donnington a "School Street".

Resolved: To monitor the situation over the next few months and to get feedback from parents. The Parish Council will be kept updated by Councillor Vickers.

The Council asked the Clerk to write to T&Wr Highways stating its support for making Leonard Close, Donnington a “School Street”.

23/09/82 Parking Issues Muxton Primary School

Councillors received an update from Cllr J Urey on how Telford & Wrekin Council proposes to fund the additional parking bays at Muxton Primary School.

Adam Brookes had informed her that they would be happy to do all the parking bays for £20,000, the payment spilt over two years.

Councillors made it clear that a decision cannot be made unless they have a written proposal.

Resolved: That the Assistant Clerk contact Adam Brookes and ask him to put in writing the proposal to provide the number of spaces for £20,000. The Councillors will then discuss it at the next meeting.

23/09/83 Dog Parks/Agility Centres

Councillors received a feasibility report on Dog Parks/Agility Centres and considered whether or not to pursue having one somewhere in the Parish.

Resolved: After discussing the feasibility report, Councillors concluded that a dog park within the Parish is not feasible.

23/09/84 Plant Troughs and Planters The Parade, Donnington

Councillors considered taking over responsibility of maintaining and planting the Plant Troughs and planters on The Parade, Donnington. They were originally paid for by T&Wr Council.

The Clerk is still waiting on a quote from Oliver Needs to maintain these planters.

Councillor N Dugmore stated he wasn't sure that the Council could make an agreement until it has decided on whether or not they would agree to a Community Action Team.

Councillors F Doran informed the Councillors that her and Councillor O Vickers will donate some of their pride fund towards the planters for this coming spring.

Resolved: That the Council decided long term plans for the planters once a decision on a Community Action Team has been made.

23/09/85 Street Naming Consultation

Councillors considered names for the new development on Site of former Reviive, Wellington Road, Donnington, Telford.

In honour of Brian and Patricia Green, both long-standing Councillors who recently passed away, Councillors suggested anything with the name GREEN in it. Councillor J Urey, at the request of a member of the public, suggested the name Brian Brightwell, in honour of the Olympian who grew up in Donnington.

Resolved: That the Assistant Clerk inform Dave Barnett at T&Wr of the suggestions.

23/09/86 Tree Works Muxton

Councillors considered the tree report and quote provided to carry out the required tree work on Parish Council land adjacent to 2 Saltwell's Drive, Muxton and rear of Thornton Park Avenue. Work is urgently required as the trees are in a dangerous condition and could cause damage to resident's properties.

Resolved: That the quote is accepted and that the required works go ahead.

23/09/87 Meetings and Events

Councillors discussed the problems that working Councillors have in the inability to attend meetings, conferences, training seminars and events that are scheduled during normal working hours, especially those who work in education.

They were presented with legislation that allows Councillors take reasonable time out of work for such duties, but even so, those who work in schools still find it difficult to do so.

Councillors would like more discussion in plenty of time as to when Parish events will be.

Resolved: For the Clerk to write to the provider who organised the Council Seminar on 4th October to highlight this problem.

23/09/88 Policies

To review and accept the following policies for this Parish Council:

- a. Community Engagement Statement
- b. Complaints Procedure
- c. Councillor and Staff Privacy Notice
- d. Crime and Disorder Policy Statement
- e. Data Protection Impact Statement

Resolved: That the Community Engagement Statement, Councillor and Staff Privacy Notice, Crime and Disorder Policy Statement and Data Protection Impact Statement are adequate for this Parish Council.

That the Complaints Procedure be reviewed and amended to include an appeal process. This will then be reviewed at the next council meeting.

23/09/89 Agenda Items for the Next Council Meeting

To ask Councillors if they have any items for discussion which they wish to have placed on the agenda for the next Council meeting. The following items were requested:

Community Action Team (CAT) – To receive a presentation from Paul Fenn regarding the enforcement side of how a CAT will benefit this Parish Council.

Memorial Gates at Donnington Rec – To request a 99-year lease from T&Wr to Donnington Parish Council to be maintained.

23/09/90 Date of next meeting

The Chairman informed Councillors that the next Council meeting will be held on Monday 9th October 2023 at Turreff Hall, Donnington commencing at 7pm.

The meeting closed at 2057hrs

Signed:

Date: